

DIGITAL

MEASURES

Step 1

Log onto Campus Connect
(Using anything but Safari)

<https://campusconnect.depaul.edu>

DEPAUL
UNIVERSITY



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1 E. Jackson, Chicago, IL 60604 | 312-362-8000

Campus Connect Authentication

Please enter your Campus Connect User ID and Password

User ID:

Password:

[Sign In](#)

[Recover Password](#)

[Guest Login](#)

Step 2

- Two Paths for Getting to Digital Measures
 - Path 1
 - Find “Instructor Reminder” Box
 - Click on “Faculty Activity- Digital Measures”
 - Path 2
 - Click on Main Menu
 - Click on Self Service
 - Application Administration
 - Faculty Activity

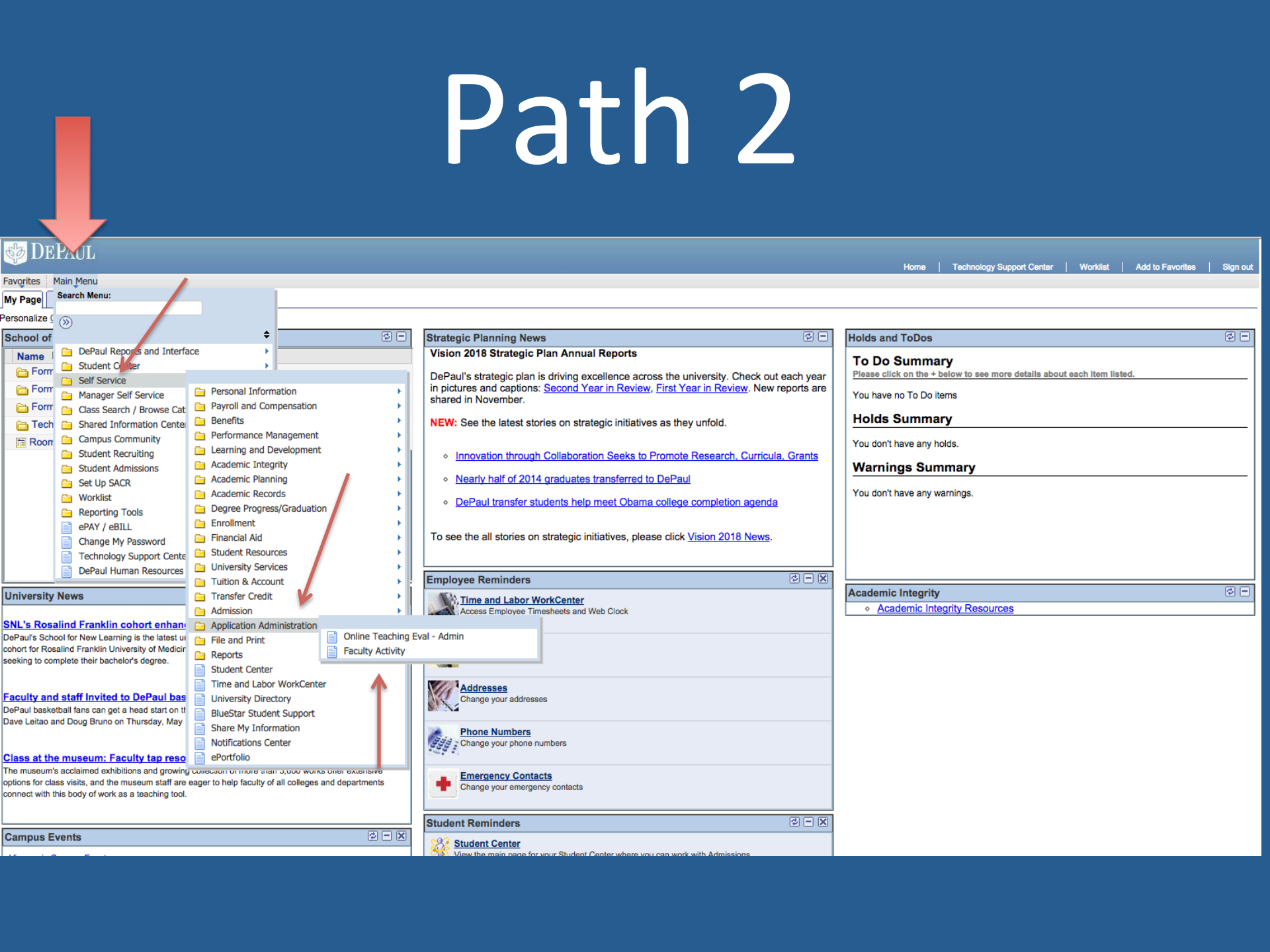
Path 1

The screenshot displays the 'campusconnect.depaul.edu' website interface. The browser's address bar shows the URL: <https://campusconnect.depaul.edu/psp/CSPRD90/EMPLOYEE/HRMS/h/?tab=DEFAULT>. The page is divided into several sections:

- Campus Events:** A list of upcoming events. A red arrow points from the event titled **"Business Essentials for Strategic Communicators" Book Signing** (Jan 14 4pm) to the **Record Grades** link in the **DU NC INSTRMNTS** section.
- View Paycheck:** A link to view the online pay stub.
- Addresses:** A link to change addresses.
- Phone Numbers:** A link to change phone numbers.
- Emergency Contacts:** A link to change emergency contacts.
- DU NC INSTRMNTS:** A section containing links for **Academic Integrity Violation**, **Access SNL Roster**, **Record Grades**, and **Faculty Activity**. A red arrow points from the **Record Grades** link to the **Faculty Activity** link.
- Classes I Teach:** A section showing the current term (2014-2015 Winter) and the class being taught (ECO 502 201 SELECTED TOPICS IN MACRO).
- New Features:** A section titled "Check out our new navigation features!" with bullet points explaining the new menu and favorites features.

The bottom of the screen shows a Windows taskbar with various application icons and a system clock indicating 11:50 AM.

Path 2



The screenshot shows the DePaul University website interface. A large red arrow points from the top left towards the 'Path 2' title. Another red arrow points from the 'University Services' menu item to the 'Online Teaching Eval - Admin' link. The website layout includes a top navigation bar with links like Home, Technology Support Center, Worklist, Add to Favorites, and Sign out. The main content area is divided into several sections: 'Strategic Planning News' (Vision 2018 Strategic Plan Annual Reports), 'Employee Reminders' (Time and Labor WorkCenter), 'Student Reminders' (Student Center), 'Holds and ToDos' (To Do Summary, Holds Summary, Warnings Summary), and 'Academic Integrity' (Academic Integrity Resources). The left sidebar contains a 'My Page' section with a search menu, a 'School of' section with a list of links, and a 'University News' section with recent news items.

Strategic Planning News
Vision 2018 Strategic Plan Annual Reports
DePaul's strategic plan is driving excellence across the university. Check out each year in pictures and captions: [Second Year in Review](#), [First Year in Review](#). New reports are shared in November.
NEW: See the latest stories on strategic initiatives as they unfold.
◦ [Innovation through Collaboration Seeks to Promote Research, Curricula, Grants](#)
◦ [Nearly half of 2014 graduates transferred to DePaul](#)
◦ [DePaul transfer students help meet Obama college completion agenda](#)
To see the all stories on strategic initiatives, please click [Vision 2018 News](#).

Employee Reminders
[Time and Labor WorkCenter](#)
Access Employee Timesheets and Web Clock

Student Reminders
[Student Center](#)
View the main page for your Student Center where you can work with Admissions.

Holds and ToDos
To Do Summary
Please click on the + below to see more details about each item listed.
You have no To Do items
Holds Summary
You don't have any holds.
Warnings Summary
You don't have any warnings.

Academic Integrity
◦ [Academic Integrity Resources](#)

University Services
Personal Information
Payroll and Compensation
Benefits
Performance Management
Learning and Development
Academic Integrity
Academic Planning
Academic Records
Degree Progress/Graduation
Enrollment
Financial Aid
Student Resources
University Services
Tuition & Account
Transfer Credit
Admission
Application Administration
File and Print
Reports
Student Center
Time and Labor WorkCenter
University Directory
BlueStar Student Support
Share My Information
Notifications Center
ePortfolio
[Online Teaching Eval - Admin](#)
[Faculty Activity](#)

University News
SNL's Rosalind Franklin cohort enhanced
DePaul's School for New Learning is the latest university cohort for Rosalind Franklin University of Medicine and Science seeking to complete their bachelor's degree.
Faculty and staff invited to DePaul basketball game
DePaul basketball fans can get a head start on the season by attending the game between DePaul and Saint Louis on Thursday, May 14, 7:30 p.m. at the Scottrade Center.
Class at the museum: Faculty tap resources
The museum's acclaimed exhibitions and growing collection of more than 3,000 works offer teaching options for class visits, and the museum staff are eager to help faculty of all colleges and departments connect with this body of work as a teaching tool.

Campus Events

Digital Measures

[Privacy Statement](#)

[Logoff](#)

Run a Report

1

Select the report to run.

All Data Report

2

Select the date range to use.

[More Information >>](#)

Start Date

Jan

01

2015

End Date

Dec

31

2015

3

Select report options.

a) Select which screens to include *

- ☒ All Screens
- ☐ Personal and Contact Information
- ☐ Academic and Professional Positions
- ☐ Depaul Administrative Assignments
- ☐ Awards and Honors
- ☐ Consulting
- ☐ Education
- ☐ Faculty Development Activities Attended

b) Select fields to include *

All Fields

Legend: * Required

Step 3

- Run Custom Report
 - 1 Select “Vita” for report to run
 - 2 Change start date to earliest
 - 3 Select writing style
 - 4 Select file format
 - 5 Select page size
 - Click “Run report”

► Privacy Statement

► Logoff

Run a Report

1

Select the report to run.

Vita

Details of how this report is built...



2

Select the date range to use.

[More Information >>](#)

Start Date Jan 01 2015
End Date Dec 31 2015

3

Select report options.

a) Citation Style: *

APA

Legend: * Required

4

Select the file format.

[More Information >>](#)

Microsoft Word

Note: Changes to Microsoft Word reports do not change data in the system.

5

Select the page size.

[More Information >>](#)

Letter

BUILD REPORT

[Privacy Statement](#)

[Logoff](#)

Run a Report

1

Select the report to run.

Vita
[Details of how this report is built...](#)

2

Select the date range to use.

Start Date Jan 01 1925
End Date Dec 31 2015

[More Information >>](#)

3

Select report options.

a) Citation Style: * APA
Legend: * Required

4

Select the file format.

Microsoft Word
Note: Changes to Microsoft Word reports do not change data in the system.

[More Information >>](#)

5

Select the page size.

Letter

[More Information >>](#)

BUILD REPORT

Step 4

- To make changes to your Vita
 - Click “Manage Your Activities”

**Setup [INCOMPLETE]****Dashboard****Manage Your Activities****Manage Data****Run Ad Hoc Reports****Run Custom Reports****Usage Statistics****Users and Security****Resource Center**[Contact Our Helpdesk](#)[Privacy Statement](#)[Logoff](#)**Welcome, Antonio Portela.**

Wednesday, May 13, 2015

[Review a guide](#) to manage your activities.**Activities Database - University Main Menu** **General Information**

- [Personal and Contact Information](#)
- [Administrative Data - Permanent Data | Yearly Data](#)
- [Academic and Professional Positions](#)
- [DePaul Administrative Assignments](#)
- [Awards and Honors](#)
- [Consulting](#)
- [Education](#)
- [Faculty Development Activities Attended](#)
- [Licensures and Certifications](#)
- [Media Contributions](#)
- [Professional Memberships](#)
- [Workload Information](#)
- [Annual Self Evaluation](#)

Teaching

- [Academic Advising](#)
- [Directed Student Learning \(e.g., theses, dissertations\)](#)
- [Non-Credit Instruction Taught](#)
- [Scheduled Teaching](#)
- [Teaching at Other Institutions](#)

Scholarship, Research and Creative Activities

- [Artistic and Professional Performances and Exhibits](#)
- [Contracts, Grants and Sponsored Research](#)
- [Intellectual Contributions \(including Publications\)](#)
- [Editorial and Review Activities](#)
- [Intellectual Property \(e.g., copyrights, patents\)](#)
- [Presentations](#)
- [Research Currently in Progress](#)

Service

- [Department](#)
- [College](#)
- [University](#)
- [Professional](#)
- [Public](#)

Step 5

- Click on area that you want to edit/update.
- The majority of things in the Vita can be found in:
 - Scholarship, Research and Creative Activities
 - Artistic and Professional Performance and Exhibits

Setup [INCOMPLETE]**Dashboard****Manage Your Activities****Manage Data****Run Ad Hoc Reports****Run Custom Reports****Usage Statistics****Users and Security****Resource Center**[Contact Our Helpdesk](#)[Privacy Statement](#)[Logoff](#)**Welcome, Antonio Portela.**

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- [Annual Self Evaluation](#)

Teaching

- [Academic Advising](#)
- [Directed Student Learning \(e.g., theses, dissertations\)](#)
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- [Teaching at Other Institutions](#)

Scholarship, Research and Creative Activities

- [Artistic and Professional Performances and Exhibits](#)
- [Contracts, Grants and Sponsored Research](#)
- [Intellectual Contributions \(including Publications\)](#)
- [Editorial and Review Activities](#)
- [Intellectual Property \(e.g., copyrights, patents\)](#)
- [Presentations](#)
- [Research Currently in Progress](#)

Service

- [Department](#)
- [College](#)
- [University](#)
- [Professional](#)
- [Public](#)



Artistic and Professional Performance and Exhibits

Setup [INCOMPLETE]

Dashboard

Manage Your Activities

▸ Manage Data

Run Ad Hoc Reports

Run Custom Reports

Usage Statistics

Users and Security

Resource Center

▢ Contact Our Helpdesk

▢ Privacy Statement

▢ Logoff

Welcome, Antonio Portela.

Thursday, May 14, 2015

You are currently managing data for Alan Salzenstein.

Activities Database - University

Artistic and Professional Performances and Exhibits

RETURN TO MAIN MENU

ADD A NEW ITEMDELETE

SEARCH

Items added to Artistic and Professional Performances and Exhibits	EDIT	COPY
☐ 2014		
☐ , A Twist of Water 2012		
☐ 2011		
☐ • Music Management and Music Recruitment Workshop 2011		
☐ , Serendinity: Celebrating Chicago's Seniors on Stage		

Step 6

- To add information
 - Click on “Add A New Item”
- To edit information
 - Click on “Edit” next to an entry

Setup [INCOMPLETE]

Dashboard

Manage Your Activities

▸ Manage Data

Run Ad Hoc Reports

Run Custom Reports

Usage Statistics

Users and Security

Resource Center

▢ Contact Our Helpdesk

▢ Privacy Statement

▢ Logoff

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Activities Database - University

Artistic and Professional Performances and Exhibits

[RETURN TO MAIN MENU](#)

[ADD A NEW ITEM](#)

[DELETE](#)

[SEARCH](#)

Items added to Artistic and Professional Performances and Exhibits

EDIT

COPY



2014



, A Twist of Water
2012



2011



• Music Management and Music Recruitment Workshop
2011



, Serendinity: Celebrating Chicago's Seniors on Stage



Add A New Item



POWERED BY
DigitalMeasures

Setup
[INCOMPLETE]

Dashboard

Manage Your Activities

Manage Data

Run Ad Hoc Reports

Run Custom Reports

Usage Statistics

Users and Security

Resource Center

Contact Our Helpdesk

Privacy Statement

Logoff

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Activities Database - University

Artistic and Professional Performances and Exhibits

RETURN TO MAIN M

SAVE AND RETURN

SAVE AND ADD ANO

RETURN (CANCEL)

Type of Work

Explanation of "Other"

Work/Exhibit Title

Name of Performing Group

Location (City, State, Country)

Artists

Please either select a person from the drop-down list or enter their name in the input fields.

Artist					
People at DePaul University	First Name	Middle Name/Initial	Last Name	Role	If a student, what is his/her level?
Salzenstein, Alan N:	asalzens				

Add another Artist: 1 ADD

Was this academic or non-academic?

Scope

Was this reviewed, juried, peer-reviewed, and/or refereed?

Was this by audition, commission, competition or invitation?

Description (50 Words or Fewer)

Related Awards

Award	
Link this work to any awards, honors, festivals, or other recognition it has received.	Please select...

Add another Award: 1 ADD

Movie or audio file of this item

Store file

Start Date

End Date

SAVE AND RETURN

SAVE AND ADD ANO

RETURN (CANCEL)

Edit

POWERED BY

Welcome, Antonio Portela.Thursday, May 14, 2015

You are currently managing data for Alan Salzenstein.

Setup
[INCOMPLETE]

Dashboard

Manage Your Activities

Manage Data

Run Ad Hoc Reports

Run Custom Reports

Usage Statistics

Users and Security

Resource Center

Contact Our Helpdesk

Privacy Statement

Logoff

Activities Database - University

Artistic and Professional Performances and Exhibits

RETURN TO MAIN M

SAVE AND RETURN

SAVE AND ADD ANO

RETURN (CANCEL)

Type of Work

Music - Adjudicator, Clinician, or Consultant

Explanation of "Other"

Work/Exhibit Title

Music Management and Music Recruitment Workshop

Name of Performing Group

Location (City, State, Country)

Chicago, IL

Artists

Please either select a person from the drop-down list or enter their name in the input fields.

Artist

People at DePaul University	First Name	Middle Name/Initial	Last Name	Role	If a student, what is his/her level?
Salzenstein, Alan N:	asalzens				

Add another Artist: 1

ADD

Was this academic or non-academic?

Scope

Was this reviewed, juried, peer-reviewed, and/or refereed?

Was this by audition, commission, competition or invitation?

Description (50 Words or Fewer)

2011 Invited participant in week-long residency and workshop focusing on responsibilities, philosophies, and skills associated with administration of colleges of music.

Related Awards

Award

Link this work to any awards, honors, festivals, or other recognition it has received.

Please select...

Add another Award: 1

ADD

Movie or audio file of this item

Store file

Start Date

2011

End Date

2011

SAVE AND RETURN

SAVE AND ADD ANO

RETURN (CANCEL)

Step 7

- After entering information
 - Click on “Save and Return” or “Save and Add Another” on the bottom of the screen
 - “Save and Return” will take you back to the previous page of listed entries
 - “Save and Add Another” will take you to a blank entry page

“Save and Return”

“Save and Add Another”

Award

Link this work to any awards, honors, festivals, or other recognition it has received.

Add another Award:

Movie or audio file of this item [Store file](#)

Start Date

End Date



Information

- If you have any questions or need any help please call, email, or stop by the Front Desk.
- This presentation, along with the physical copy will be emailed to you.